



CITY COUNCIL MINUTES

COUNCIL CHAMBERS TUESDAY, FEBRUARY 27, 2018 6:00 PM

Call to Order/Roll Call/Pledge of Allegiance

The Regular meeting of the Faribault City Council was called to order at 6:00 pm by Mayor Kevin Voracek in the Council Chambers. Council members present included; Elizabeth Cap, Kay Duchene, Royal Ross, Steve Underdahl and Janna Viscomi. Council member John Rowan was absent. Also in attendance was City Administrator Tim Murray, Assistant to the City Administrator Heather Slechta, Public Works Director Travis Block, Police Chief Andy Bohlen, Human Resources Director Kevin Bushard, Community and Economic Development Director Deanna Kuennen, City Engineer Mark DuChene, Parks and Recreation Director Paul Peanasky, Fire Chief Dustin Dienst, City Planner David Wanberg and Finance Director Karla McCall.

Presentations/Introductions

Proclamation for School Bus Driver Appreciation Day

Mayor Voracek read a Proclamation declaring February 28, 2018, School Bus Driver Appreciation Day in the City of Faribault. Voracek will be presenting the Proclamation to the Faribault school bus drivers tomorrow.

Approve minutes of February 13, 2018, Regular Council Meeting (majority vote)

Motion by Ross, seconded by Underdahl to approve the minutes of the February 13, 2018 Regular Council meeting and carried unanimously.

Consent Agenda:

- A. List of bills to be paid
- B. Approve Hiring Temporary Employee for Building Inspection Services
- C. Approve New Hangar Rental Agreements
- D. Resolution 2018-039 Approval of Microdistillery Cocktail Room License with Sunday Sales and Microdistillery Off-Sale Liquor License for 10,000 Drops Craft Distillers, LLC
- E. Resolution 2018-040 Amending Exhibit A to the 2017 & 2018 Non-Union Compensation Plan
- F. Resolution 2018-041 Approval of Advisory Board and Commission Member Appointments
- G. Accept Faribault Economic Development Authority Report – Annual Review of Enabling Resolution
- H. Resolution 2018-045 Approve Public Purpose Expenditures/Purchasing Policy
- I. Resolution 2018-047 Approve Renewal of Roberds Lake Sanitary Sewer District Utility Billing Services Agreement
- J. Resolution 2018-046 Accept Donations to the Canine Program
- K. Resolution 2018-048 Supporting the Designation of Qualified Census Tracts as

Opportunity Zones

Motion by Duchene, seconded by Ross to approve items A-K and carried unanimously.

Requests to be Heard-None

Public Hearings

Resolution 2018-042 Approve Amended Business Subsidy Policy

Motion by Duchene, seconded by Underdahl open the Public Hearing at 6:03 pm, no public comment was received.

Community and Economic Development Director Deanna Kuennen explained that The State of Minnesota requires that all cities have a Business Subsidy Policy if they intend to provide incentives to businesses. The State defines what a business subsidy is, what a business subsidy is not, as well as dictates processes associated with considering and awarding a business subsidy and reporting requirements. All of the business subsidy rules and regulations are defined in the Business Subsidy Act.

Kuennen explained that the City of Faribault does have a Business Subsidy Policy; however, the Policy was last amended in 2011. The Faribault Economic Development Authority reviewed the existing Policy in January 2018. They recommended removal of all references to the Job Opportunity Building Zone, State of Minnesota program, and that the job creation goals identified in the policy be reduced to reflect the current workforce shortage that business and industry are experiencing.

Kuennen brought the updated policy to the Joint Council Committee on February 5, 2018 to discuss the Policy and recommended modifications. At that meeting, City Council concurred with the EDA's recommendation to remove the JOBZ criteria, they discussed the reduction in the job creation goals, and they directed Staff to publish a public hearing notice associated with formally amending the current Business Subsidy Policy.

Motion by Duchene, seconded by Underdahl to approve Resolution 2018-042 Approve Amended Business Subsidy Policy and carried unanimously.

Motion by Ross, seconded by Duchene to close the Public Hearing at 6:04 pm.

Items for Discussion - None

Bids

Resolution 2018-043 Accept Bids for 2018 Miscellaneous Concrete Work (City Wide) – Contract 2018-01

City Engineer Mark DuChene explained to the Council that the Engineering Department received bids for Contract 2018-01, 2018 Miscellaneous Concrete Work on Wednesday, February 21, 2018. The bids received were tabulated as follows:

Pember Companies, Inc, Menomonie, WI	\$ 81,285.00
--------------------------------------	--------------

Ti-Zack Concrete, Inc, Le Center, MN	\$ 89,700.00
Legends Concrete, Rochester, MN	\$ 94,415.00
Engineer's Estimate	\$ 80,065.00

DuChene explained the financing for the project comes from the Street Improvement Projects Fund. The amount of work actually completed under this contract varies widely from year to year.

Mayor Voracek questioned the timeliness of repairs since Pember Companies, Inc is out of Wisconsin, DuChene explained that there is 10 day requirement for them to respond.

Motion by Underdahl, seconded by Duchene to approve Resolution 2018-043 Accept Bids for 2018 Miscellaneous Concrete Work (City Wide) – Contract 2018-01 and carried unanimously.

Resolution 2018-044 Accept Bids for 2018 Street Overlay Improvements – Contract 2018-03

DuChene informed the Council that on Wednesday, February 21, 2018, bids were also received for the 2018 Street Overlay Improvements project. The project will include concrete curb and gutter replacement, concrete sidewalk replacement, storm sewer repairs, casting adjustment/ replacement, pavement milling, bituminous paving, and related improvements.

The streets proposed to be included in this project are as follows:

- Allen Avenue - Allen Path to Allen Path
- Allen Lane - Allen Path to Sunbird Drive
- Allen Path - CSAH 45 (Willow Street) to Allen Avenue
- Sunbird Drive - 309' south to 242' north of Allen Lane

- Home Place - 8th Street SW to 9th Street SW
- Lincoln Ave. SW- 8th Street SW to 9th Street SW
- 8th Street SW - Home Place to Prairie Avenue
- 9th Street SW - CSAH 18 (9th Avenue SW) to Prairie Ave.
- 10th Avenue SW - 8th Street SW to 9th Street SW

- (Old) 4th Street NW - Western Avenue to west end/cul-de-sac

- Shumway Avenue - Division Street E. to TH 60 (1st Street NE)

- Wilson Avenue - T.H. 60 to CSAH 11 (7th Street NW)

The bids were tabulated as follows:

Crane Creek Asphalt, Faribault, MN	\$ 353,071.60
Bituminous Materials, Faribault, MN	\$ 411,213.90
Engineer's Estimate	\$ 424,620.00

Based on the low bidder's prices, the estimated funding for the project is as follows

Special Assessments	\$ 275,800.00	62.5%
---------------------	---------------	-------

Street Improvement Fund (401)	\$ 134,925.00	30.6%
Water Utility Fund (601)	\$ 2,125.00	0.5%
Sanitary Sewer Utility Fund (602)	\$ 13,900.00	3.1%
Storm Water Utility Fund (603)	\$ 14,600.00	3.3%
Total	\$ 441,350.00	100.0%

The approved 2018 Capital Improvement Plan and Budget included \$700,000.00 for this project. It was recommended to award to the low bidder, Crane Creek Asphalt. Construction on the project is scheduled to begin in late May and be completed by the end of July, 2018.

Motion by Ross, seconded by Duchene to approve Resolution 2018-044 Accept Bids for 2018 Street Overlay Improvements – Contract 2018-03 and carried unanimously.

Approve 2018 CIP Purchase - Jet Vac Truck (4/7)

Public Works Director Travis Block explained that the 2018 Budget and CIP have approved \$450,000.00 for the purchase of a Jet/Vac truck to replace the 2007 VacCon truck that is used by the Utilities Department. Block explained that this piece of equipment is used for the maintenance of the sanitary and storm sewer systems. The truck is a key piece of equipment that has a high amount of use and is integral in the prevention of sewer back-ups. The truck has reached its useful life and is in need of replacement.

Public Works Staff have researched and participated in demonstrations of units from two manufacturers. After the completion the demonstrations staff recommends the purchase of a Vactor unit from MacQueen Equipment Group under State of Minnesota Contract #120853, W-196(5) for \$439,103.00. The 2007 VacCon unit will be sold on Govdeals. The Capital Replacement Fund will provide funding.

Council member Ross asked where the made from selling the truck on Govdeals would go, Finance Director Karla McCall stated that it is returned to the CIP fund.

Motion by Duchene, seconded by Ross to approve 2018 CIP Purchase - Jet Vac Truck and carried unanimously.

Approve 2018 CIP Purchase - Utilities Service Truck

Block also explained that the 2018 CIP and budget have approved \$75,000.00 for the purchase of a Utilities Service truck. The truck is scheduled to replace a 2005 F550 with 82,918 miles. The Utilities Superintendent and Equipment Maintenance Foreperson have assessed the condition of the truck scheduled to be replaced and recommend that the F550 be retained in the fleet. It is recommended that a 2002 F150 with 92,891 miles be replaced due to the age, mileage, and service records. The 2002 F150 will be traded-in.

The Public Works Department obtained quotes from two local dealers, R.C. Bliss Ford and Harry Brown's. The quotes are as follows:

Harry Brown's Dodge Ram 3500	\$25,825.70
R.C. Bliss Ford F350	\$27,483.01

Additionally, Block requested approval of the purchase of a utility box for the truck from ABM Equipment & Supply under State of Minnesota Contract #135835 for \$10,992.00.

The total cost of the Harry Brown's Dodge Ram 3500 truck and ABM Utility Box is \$36,817.70.

Council member Underdahl questioned if the City was required to pay sales tax or if this would be considered tax exempt. Finance Director Karla McCall, informed the Council that we are required to pay sale tax on this purchase.

Motion by Duchene, seconded by Ross to approve 2018 CIP Purchase - Utilities Service Truck and carried unanimously.

Boards and Commissions Reports, Announcements and Project Updates

The Council was provided with a copy of the Monthly Financial Report put together by the Finance Committee.

Council Member Ross thanked the Allan and Alice Hopke Family and the Larson Family for their donations to the Canine Program.

Mayor Voracek congratulated 10,000 Drops on the approval of their liquor license.

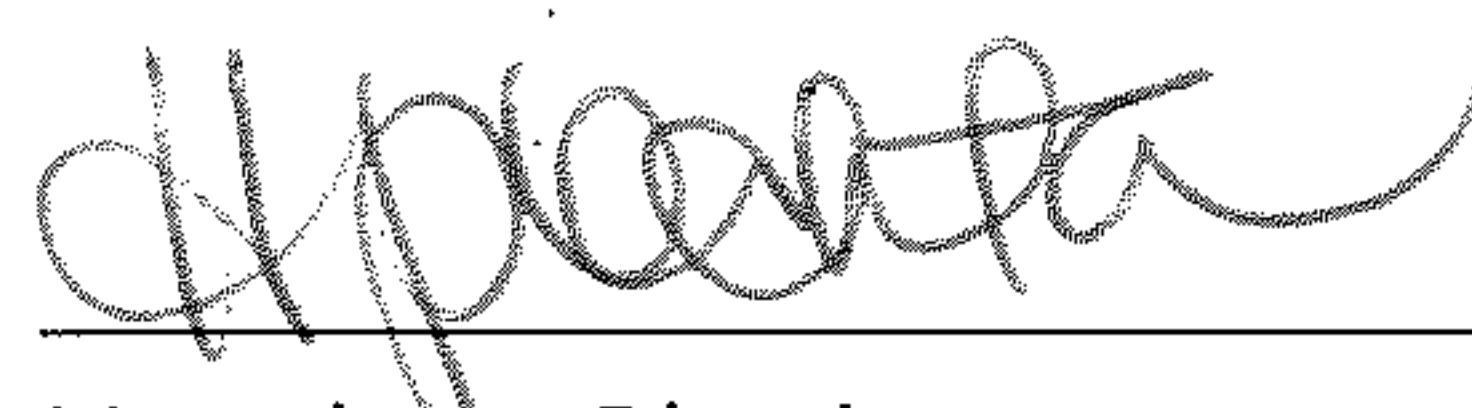
Council Member Duchene attended the Hockey Arena Board Meeting. The Board has approved having an Arena Manager on site during the winter hockey season as well as during the summer season, instead of all year long. The Board will also begin working on a Capital Improvement Plan.

Adjournment

Motion by Viscomi, seconded by Ross to adjourn the regular meeting of the Faribault City Council at 6:17 pm.

Meeting adjourned at 6:17 pm.

Respectfully Submitted,



Heather Slechta
Assistant to the City Administrator